

DRAFT

***A RECONVENED MEETING OF THE FAUQUIER COUNTY BOARD OF SUPERVISORS
WAS HELD JANUARY 5, 2004 AT 1:00 P.M. IN WARRENTON, VIRGINIA***

P R E S E N T Mr. Harry F. Atherton, Chairman; Mr. Raymond E. Graham, Vice-Chairman;
Mr. William G. Downey; Mr. Richard W. Robison; Mr. Chester W. Stribling;
Mr. G. Robert Lee, County Administrator; Mr. Paul S. McCulla, County
Attorney

OATH OF OFFICE CEREMONY

Gail Barb, Clerk of the Circuit Court of Fauquier County, administered an Oath of Office to the Board of Supervisors.

CALL TO ORDER

Mr. Lee, Chairman Pro Tem, called the meeting to order.

ADOPTION OF THE AGENDA

Mr. Atherton moved to adopt the agenda, with the following changes. Mr. Graham seconded, and the vote for the motion was unanimous as follows:

Ayes: ***Mr. Harry Atherton; Mr. Raymond E. Graham; Mr. William G.
Downey; Mr. Richard W. Robison; Mr. Chester W. Stribling***
Nays: ***None***
Absent During Vote: ***None***
Abstention: ***None***

- Add Citizens' Time as item #3.

ELECTION OF THE CHAIRMAN

Mr. Robison nominated Harry F. Atherton as Chairman for Calendar Year 2004. With no further nominations, Mr. Atherton was elected Chairman by acclamation, as follows:

Ayes: ***Mr. Harry Atherton; Mr. Raymond E. Graham; Mr. William G.
Downey; Mr. Richard W. Robison; Mr. Chester W. Stribling***
Nays: ***None***
Absent During Vote: ***None***
Abstention: ***None***

ELECTION OF THE VICE-CHAIRMAN

Mr. Stribling nominated Raymond E. Graham as Vice-Chairman for Calendar Year 2004. With no further nominations, Mr. Graham was elected as Vice-Chairman by acclamation, as follows:

Ayes: ***Mr. Harry Atherton; Mr. Raymond E. Graham; Mr. William G.
Downey; Mr. Richard W. Robison; Mr. Chester W. Stribling***
Nays: ***None***
Absent During Vote: ***None***

Abstention: *None*

CITIZENS' TIME

There were no speakers.

ADOPTION OF THE BOARD OF SUPERVISORS 2004 BYLAWS AND RULES OF PROCEDURE

Mr. Robison moved to amend the 2004 Bylaws and Rules of Procedures by deleting Section 4-7, Paragraph E, and renumbering subsequent paragraphs. Mr. Robison then moved to adopt the following 2004 Bylaws and Rules of Procedure, as amended. Mr. Atherton seconded, and the vote for the motion was unanimous as follows:

Ayes: *Mr. Harry Atherton; Mr. Raymond E. Graham; Mr. William G. Downey; Mr. Richard W. Robison; Mr. Chester W. Stribling*
Nays: *None*
Absent During Vote: *None*
Abstention: *None*

2004 **BYLAWS AND RULES OF PROCEDURE** **FAUQUIER COUNTY BOARD OF SUPERVISORS** **SECTION 1 -- PURPOSE AND BASIC PRINCIPLES**

Section 1-1 Purpose of Bylaws and Rules of Procedure

- A. To enable County government to transact business expeditiously and efficiently;
- B. To protect the rights of each individual;
- C. To preserve a spirit of cooperation among Board members; and
- D. To determine the pleasure of the Board on any matter.

Section 1-2 Five Basic Principles Underlying Bylaws and Rules of Procedure

- A. Only one subject may claim the attention of the Board at one time;
- B. Each item presented for consideration is entitled to full and free discussion;
- C. Every member has rights equal to every other member;
- D. The will of the majority must be carried out, and the rights of the minority must be preserved; and
- E. The personality and desires of each member should be merged into the larger unit -- the Fauquier County Board of Supervisors.

SECTION 2 -- MEETINGS

Section 2-1. Regular Meetings

A. The time and place of regular meetings of the Board of Supervisors (hereinafter referred to as the Board) shall be established at the Board's annual organizational meeting. Regular meetings shall be held in the Board Meeting Room, Warren Green Building, 10 Hotel Street, Warrenton, Virginia, on the third Monday of each month. The meeting agenda shall be as follows: 1:00 p.m. Work Sessions; 6:30 p.m. Regular Session; 7:30 p.m. Public Hearings. The Board may, however, prescribe any other meeting place or time in compliance with Section 15.2-1416 of the Code of Virginia (1950) as amended.

B. When a regularly scheduled meeting falls on a legal holiday, the meeting shall be held on the following business day.

Section 2-2 Special Meetings

A. The Board may hold such special meetings, as it deems necessary, at such times and places as it may find convenient; and it may adjourn from time to time. Any two (2) members may call a special meeting of the Board in such a manner as prescribed by Section 15.2-1418 of the Code of Virginia (1950), as amended. Only matters specified in the notice shall be considered unless all of the members of the Board are present. Where a special meeting has been called the Board shall give to the media and general public such notice of the time, place and purpose of the meeting as is feasible.

Section 2-3 Annual Organizational Meetings

A. The first meeting held after the newly elected members of the governing body shall have qualified and the first meeting held in the corresponding month of each succeeding year shall be known as the annual meeting. The County Administrator shall preside during the election of the Chairman of the Board.

B. The Chairman shall be elected at the annual meeting for a term of one year. The Chairman may succeed himself/herself in office.

C. Following the election of the Chairman, he/she will assume the chair and conduct the election of the Vice Chairman.

D. Following the election of the Vice Chairman, the Board shall:

1. Establish dates, times and places for the regular meetings;
2. Adopt its Bylaws and Rules of Procedure;
3. The Chairman shall make Board appointments to standing and ad hoc Board committees as required.

Section 2-4 Quorum and Method of Voting

A. At any meeting, a majority of the Supervisors shall constitute a quorum. All questions submitted to the Board for decision shall be determined by a roll call vote. The Chairman may choose to have the vote by voice vote or by show of hands; however, if there is one "no" vote or one abstention the Board shall be polled and the name of each member voting and how he or she voted shall be recorded. Any member voting no or abstaining shall have the responsibility for asking for a roll call vote.

B. Members abstaining shall state for the record their reason for abstaining.

C. A tie vote fails.

Section 2-5 Board to Sit In Open Session

A. The Board shall sit in open session and all persons conducting themselves in an orderly manner may attend the meetings; provided, however, the Board may conduct Closed Meetings as permitted under the Virginia Freedom of Information Act.

Section 2-6 Closed Meetings

A. Closed Meetings may only be convened in conformance with Section 2.1-344 of the Code of Virginia (1950), as amended.

B. No resolution, ordinance, rule, contract, regulation or motion agreed to in a Closed Meeting shall become effective until the Board reconvenes in an open session and takes a vote of the membership on such resolution, ordinance, rule, contract or regulation or motion which shall have its substance reasonably identified in the open meeting.

C. At the conclusion of a Closed Meeting, the Board shall reconvene in open session immediately thereafter and shall take a roll call vote certifying that to the best of each members' knowledge:

1. Only public business matters lawfully exempted from open session requirements were discussed; and

2. Only public business matters identified in the motion convening the Closed Meeting were heard, discussed or considered.

Any member who believes that there was a departure from the above requirements shall so state prior to the vote, indicating the substance of the departure that, in his/her judgment, has taken place.

D. The failure of the certification to receive the affirmative vote of a majority of the members present during the Closed Meeting shall not affect the validity or confidentiality of the Closed Meeting with respect to matters considered therein in compliance with the Freedom of Information Act.

E. The Board may permit non-members to attend a Closed Meeting if their presence will reasonably aid the Board in its consideration of an issue.

SECTION 3 -- OFFICERS

Section 3-1 Chairman and Vice Chairman

A. The Chairman shall preside over all meetings of the Board of Supervisors. The Chairman shall appoint Board members to serve on standing committees and ad hoc committees established by the Board of Supervisors. The Chairman shall annually appoint a chairman for each standing committee, which appointments shall occur at the Board's annual organizational meeting or at the inception of the committee for new committees. Upon the death, resignation or other disability of the Chairman to fulfill the duties of his office, the Board shall elect a new Chairman at its next regularly scheduled meeting or as soon thereafter as possible.

B. The Vice-Chairman shall preside over all meetings of the Board of Supervisors when the Chairman is unable to attend or in absence of a Chairman due to death, resignation or disability until the Board elects a new Chairman in accordance with Section 3-1.A.

Section 3-2 Clerk

A. The Clerk of the Board shall be the County Administrator. The County Administrator may appoint one or more members of the County staff to serve as Deputy Clerk of the Board.

Section 3-3 Parliamentarian

A. The County Attorney shall serve as the Parliamentarian for the purpose of interpreting these Bylaws and Rules of Procedure and Robert's Rules of Order as may be directed by the Chairman, or as required as a result of a point of order raised by any one or more Board members. If the County Attorney is unavailable, the County Administrator shall serve as the Parliamentarian.

Section 3-4 Preservation of Order

A. At meetings of the Board, the presiding officer shall preserve order and decorum.

SECTION 4 -- CONDUCT OF BUSINESS

Section 4-1 Order of Business

A. The Board shall adopt an agenda, including a consent agenda, for each meeting by recorded vote of a majority of the Board members present. The adoption of the agenda shall be the first item for action following the Call To Order, Invocation, and Pledge of Allegiance.

Section 4-2 Recognitions

A. The Board may adopt appropriate proclamations to recognize noteworthy citizens and events.

Section 4-3 Consent Agenda

A. The Chairman and County Administrator shall style routine, non-controversial matters requiring Board action on a Consent Agenda. Items may be removed from the Consent Agenda and placed on the Regular Agenda on recorded vote by a majority of the Board members present. Only one motion is necessary to adopt all recommendations and action items on the Consent Agenda.

Section 4-4 Citizens' Time

A. The Board shall set aside twenty (20) minutes for Citizens' Time on each regular Board Meeting Agenda. During this period the Board shall receive comment from any citizen on any non-agenda item or any agenda item not scheduled for public hearing by the Board provided that the Chairman prohibit or proscribe the use of obscenity or other speech tending to create a breach of the peace; and provided further that no individual citizen shall be permitted to address the Board for more than five (5) minutes. In the event that more than four (4) speakers wish to be heard during Citizens' Time, the Chairman shall allocate the aforesaid twenty (20) minutes among speakers in an equitable manner. The time allocated for Citizen's Time may be extended by majority vote of the Board of Supervisors.

Section 4-5 Supervisors' Time

A. On each regular Board Meeting Agenda there shall be a period designated as Supervisors' Time, during which each Board member shall be entitled to unrestricted use of five (5) minutes for such purposes as each member of the Board deems appropriate. Matters

discussed during Supervisors' Time shall not constitute formal agenda items unless the adopted agenda is amended by majority vote of the members present and voting.

Section 4-6 Board of Supervisors Meeting Agenda Submissions

A. Board agenda requests shall comply with the "Administrative Guidelines for Board of Supervisors' Agenda Items". This agenda item submission protocol is promulgated by the County Administrator's Office subject to review by the Board.

Section 4-7 Motions

A. No motion shall be discussed prior to being duly seconded in accordance with these Bylaws.

B. All motions shall be duly seconded before being voted.

C. When a question is under discussion, no motion shall be received unless it is one to amend, to commit, to postpone, for the previous question, for a substitute motion, a motion to lay on the table, or a motion to adjourn.

D. A maker of a motion may not speak against his motion.

~~E. No member may speak more than twice to the same motion.~~

E. No member may speak a second time on a motion until every member desiring to speak has spoken.

F. A substitute motion shall be allowed to any motion properly on the floor; it shall have precedence over an existing motion and may be discussed prior to being voted on. If a vote on the substitute motion does not dispose of the former motion, the former motion must then be voted. Once a substitute motion is voted upon, a second substitute motion may be made. No more than two (2) substitute motions may be made.

G. When a vote upon any motion has been announced, it may be reconsidered on the motion of any member who voted with the prevailing side provided that such motion shall be made at the session of the Board at which it was decided or the immediate subsequent regular meeting. Such motion for reconsideration shall be decided by a majority of the votes of the members present.

H. In accordance with the Constitution of the Commonwealth of Virginia, a recorded affirmative vote of a majority of the entire Board shall be required to pass any ordinance or resolution imposing taxes, authorizing the borrowing of money, or appropriating funds in excess of \$500.00.

Section 4-8 Decisions on Points of Order

A. The Chairman, when presiding at a meeting of the Board, without vacating the chair, shall refer any point of order to the Parliamentarian.

Section 4-9 Same; Appeal to Board

A. Any member of the Board may appeal to the Board from the decision of the Chairman on any question of order or the interpretation of these Bylaws. A majority vote of those present is necessary to overrule the Chairman. No second is required on a member's appeal.

Section 4-10 Motion to Adjourn

- A. At a meeting of the Board, a motion to adjourn shall always be in order.

Section 4-11 Suspending Rules

- A. One or more of these Bylaws and Rules of Procedure may be suspended with the concurrence of two-thirds of the members present.

Section 4-12 Amendment of Rules

- A. These Rules of Procedure may be amended by majority vote of the entire membership, provided that a proposed amendment may not be voted on unless a text thereof shall have been presented to the Board at a previous meeting at which the date for a vote on the proposal had been established. Such notice shall not be required for any amendment adopted at the annual meeting. Any proposed amendment shall be subject to further amendment at the meeting at which the vote is taken.

Section 4-13 Robert's Rules of Order

- A. The proceedings of the Board, except as otherwise provided in the Bylaws and Rules of Procedure and by applicable State law, shall be governed by Robert's Rules of Order, provided, however, that the rules governing small assemblies contained in Robert's Rules of Order shall not apply.

SECTION 5 -- AGENDA

Section 5-1 Preparation

- A. The Clerk shall prepare an agenda for the regularly scheduled meetings conforming to the order of business specified in Section 4-1 titled "Order of Business".

- B. Matters may be placed on a Board agenda only in the following manner: (1) by resolution of the Board; or (2) upon the direction of any member of the Board of Supervisors; or (3) by the County Administrator or County Attorney; or (4) when directed by Section 15.2-1243 et seq. of the Code of Virginia as a claim to be presented to the Board of Supervisors, or (5) upon referral of a land use matter to the Board of Supervisors as provided for in Chapter 22 of Title 15.2 of the Code of Virginia. No matter may be placed upon the Board's agenda unless an Agenda Request form has been submitted to the County Administrator at least ten (10) days prior to the Board meeting for which the item is scheduled to be considered. Pursuant to Paragraph A. of this section, the County Administrator shall place agenda items submitted in conformance with this paragraph on the Board's agenda for the next regular meeting following its timely submission.

- C. All items which are requested to be placed on the agenda which have not been submitted within the prescribed deadline shall be placed on the next regular agenda for consideration.

Section 5-2 Delivery of Agenda

- A. The agenda and related materials for regular Board meetings shall be available to each member of the Board and the County Attorney for pick-up in the office of the County Administrator by Noon on the Thursday immediately prior to the meeting.

Section 5-3 Copies

A. The Clerk of the Board shall prepare or cause to be prepared extra copies of the agenda and shall make the same available to the public in the Office of the County Administrator. The Clerk shall also have copies available at each meeting. The Clerk shall post the agenda in such public places in the County as shall give the public as much notice of the agenda as is feasible.

Section 5-4 Comments, Queries of Board Members

A. Board members are to observe the following rule during the discussion of agenda items, public hearings excepted:

Comments of Board members must be constructive and germane to the subject at hand. The Chairman rules other comments out of order.

SECTION 6 -- BOARD APPOINTMENTS

Section 6-1 Board of Supervisors Standing Committees

A. The Board, by majority vote, may establish standing committees of the Board (i.e. Personnel, Finance). Each standing committee, once established by the Board, shall consist of two members of the Board appointed by the Chairman at the annual organizational meeting or at the inception of the committee for new standing committees.

Section 6-2 Board of Supervisors Ad-Hoc Committees

A. The Board, by majority vote, may establish ad hoc committees. The Chairman shall appoint Board members to serve on ad hoc committees. Ad hoc committee assignments can be made at the annual organizational meeting or at the inception of the committee for new ad hoc committees. Upon establishment of an ad hoc committee, the Chairman shall appoint a Chairman pro tem. The Chairman pro tem shall serve until the Committee recommends a Chairman to the Board. The Board shall discuss the recommended appointment and shall make a recommendation to its Chairman who shall make the appointment subject to appeal as defined in Section 4-9 above. Thereafter, all ad hoc committees shall annually forward their recommendation for Chairman no later than the last day of each December so as to permit the appointment of a Chairman at the Board's Annual Organizational Meeting for the following calendar year.

Section 6-3 Citizen Appointments

A. All appointments of citizens, other than members of the Board of Supervisors, shall be made by a majority vote of Board members present.

B. Unless specified by law or otherwise, all appointments of citizens shall be made at the first January meeting after the election of the Board of Supervisors and shall be for a term of four years.

Section 6-4 Committee Attendance

A. Members of any standing or ad hoc committee of the Board of Supervisors, or of any committee to which the Board of Supervisors appoints a member, shall be expected to attend every scheduled meeting of the committee to which they have been appointed. It shall be the duty of the Chairman of any Board of Supervisor's appointed committee to annually report to the Board of Supervisors the level of attendance of committee members. Upon the appointment of

any committee member, the Clerk to the Board of Supervisors shall forward to the member a copy of this section.

ADOPTION OF THE BOARD OF SUPERVISORS' CODE OF ETHICS

Mr. Downey moved to adopt the following resolution. Mr. Graham seconded, and the vote for the motion was unanimous as follows:

<i>Ayes:</i>	<i>Mr. Harry Atherton; Mr. Raymond E. Graham; Mr. William G. Downey; Mr. Richard W. Robison; Mr. Chester W. Stribling</i>
<i>Nays:</i>	<i>None</i>
<i>Absent During Vote:</i>	<i>None</i>
<i>Abstention:</i>	<i>None</i>

RESOLUTION

A RESOLUTION TO ADOPT A CODE OF ETHICS FOR THE MEMBERS OF THE FAUQUIER COUNTY BOARD OF SUPERVISORS AND FOR THE MEMBERS OF ALL BOARDS, COMMITTEES AND COMMISSIONS APPOINTED BY THE BOARD OF SUPERVISORS

WHEREAS, the citizens and businesses of Fauquier County are entitled to have fair, ethical and accountable local government which has earned the public's full confidence; and

WHEREAS, in keeping with Fauquier County's commitment to excellence, all public officials, both elected and appointed, must comply with both the letter and spirit of the laws and policies affecting the operation of government; and

WHEREAS, all public officials, both elected and appointed, are required to be impartial and fair in their judgment and actions and ensure that public office is used for the public good; and

WHEREAS, the Fauquier County Board of Supervisors has determined that the adoption of a Code of Ethics for its members and the members of all Board-appointed boards, committees and commissions will assist in achieving these ends; now, therefore, be it

RESOLVED by the Fauquier County Board of Supervisors this 5th day of January 2004, That the following Code of Ethics be, and is hereby, adopted:



FAUQUIER COUNTY BOARD OF SUPERVISORS

CODE OF ETHICS

Preamble

The citizens and businesses of Fauquier County, Virginia, are entitled to have fair, ethical and accountable local government, which has earned the public's full confidence for integrity. In keeping with the County of Fauquier's Commitment to Excellence, the effective functioning of democratic government therefore requires that public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government; that public officials be independent, impartial and fair in their judgment and actions; that public office be used for the public good, not for personal gain; and that public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Fauquier County Board of Supervisors has adopted this Code of Ethics for members of the Board and of the County's boards, commissions and committees to assure public confidence in the integrity of local government and its effective and fair operation.

1. Act in the Public Interest

Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of Fauquier County and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims, and transactions coming before the Fauquier County Board of Supervisors, boards, commissions, and committees.

2. Comply with the Law

Members shall comply with the laws of the Nation, the Commonwealth of Virginia and the County of Fauquier in the performance of their public duties. These laws include, but are not limited to: the United States and Virginia constitutions; the Code of the County of Fauquier; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, and open processes of government; and County ordinances and policies.

3. Conduct of Members

The professional and personal conduct of members must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the Board of Supervisors, boards, commissions, and committees, the staff or public.

4. Respect for Process

Members shall perform their duties in accordance with the processes and rules of order established by the Board of Supervisors and boards, committees, and commissions governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the Board of Supervisors by County staff.

5. Conduct of Public Meetings

Members shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain

from interrupting other speakers; making personal comments not germane to the business of the body; or otherwise interfering with the orderly conduct of meetings.

6. Decisions Based on Merit

Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.

7. Communication

Members shall publicly share substantive information that is relevant to a matter under consideration by the Board of Supervisors or boards, committees and commissions, which they may have received from sources outside of the public decision-making process.

8. Conflict of Interest

In order to assure their independence and impartiality on behalf of the common good, members shall not use their official positions to influence government decisions in which they have a material financial interest, or where they have an organizational responsibility or personal relationship that may give the appearance of a conflict of interest.

In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts; and they shall abstain from participating in deliberations and decision-making where conflicts may exist.

9. Gifts and Favors

Members shall not take any special advantage of services or opportunities for personal gain, by virtue of their public office, which are not available to the public in general. They shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence of judgment or action or give the appearance of being compromised.

10. Confidential Information

Members shall respect the confidentiality of information concerning the property, personnel or affairs of the County. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or other private interests.

11. Use of Public Resources

Members shall not use public resources that are not available to the public in general, such as County staff time, equipment, supplies or facilities, for private gain or personal purposes.

12. Representation of Private Interests

In keeping with their role as stewards of the public interest, members of the Board shall not appear on behalf of the private interests of third parties before the Board of Supervisors or any board, committee, commission or proceeding of the County, nor shall members of boards, committees or commissions appear before their own bodies or before the Board of

Supervisors on behalf of the private interests of third parties on matters related to the areas of service of their bodies.

13. Advocacy

Members shall represent the official policies or positions of the Board of Supervisors, boards, commissions or committees to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or Fauquier County, nor will they allow the inference that they do.

14. Policy Role of Members

The Board of Supervisors determines the policies of the County with the advice, information and analysis provided by the public, boards, commissions, and committees, and County staff. The Board of Supervisors delegates authority for the administration of the County to the County Administrator.

Members therefore shall not interfere with the administrative functions of the County or the professional duties of County staff; nor shall they impair the ability of staff to implement Board policy decisions.

15. Independence of Board and Commissions

Because of the value of the independent advice of boards, committees and commissions to the public decision-making process, members of the Board of Supervisors shall refrain from using their positions to unduly influence the deliberations or outcomes of board, committee or commission proceedings.

16. Positive Work Place Environment

Members shall support the maintenance of a positive and constructive work place environment for County employees and for citizens and businesses dealing with the County. Members shall recognize their special role in dealings with County employees and in no way create the perception of inappropriate direction to staff.

17. Implementation

As an expression of the standards of conduct for members expected by the County, the Fauquier County Code of Ethics is intended to be self-enforcing. It therefore becomes most effective when members are thoroughly familiar with it and embrace its provisions.

For this reason, ethical standards shall be included in the regular orientations for candidates for the Board of Supervisors, applicants to boards, committees and commissions, and newly elected and appointed officials. Members entering office shall sign a statement affirming they have read and understood the Fauquier County Code of Ethics. In addition, the Board of Supervisors, boards, committees and commissions, shall annually review the Code of Ethics and the Board of Supervisors shall consider recommendations from boards, committees and commissions to update it as necessary.

18. Compliance and Enforcement

The Fauquier County Code of Ethics expresses standards of ethical conduct expected of members of the Fauquier County Board of Supervisors, boards, committees and commissions. Members themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

The chairs of boards, committees and commissions and the Chairman of the Board of Supervisors have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention.

The Board of Supervisors may impose sanctions on members whose conduct does not comply with the County's ethical standards, such as reprimand, formal censure, loss of seniority or committee assignment, or budget restriction. Where allowed by law, the Board of Supervisors also may remove members of Board-appointed boards, committees and commissions from office.

A violation of this Code of Ethics shall not be considered a basis for challenging the validity of a Board of Supervisors, board, committee or commission decision.

Model of Excellence Fauquier County Board of Supervisors, Boards, Committees and Commissions MEMBER STATEMENT

As a member of the Fauquier County Board of Supervisors, or of a Fauquier County board, committee or commission, I agree to uphold the Code of Ethics for elected and appointed officials adopted by the County and conduct myself by the following model of excellence. I will:

- Recognize the worth of individual members and appreciate their individual talents, perspectives and contributions;
- Help create an atmosphere of respect and civility where individual members, County staff and the public are free to express their ideas and work to their full potential;
- Conduct my personal and public affairs with honesty, integrity, fairness and respect for others;
- Respect the dignity and privacy of individuals and organizations;
- Keep the common good as my highest purpose and focus on achieving constructive solutions for the public benefit;
- Avoid and discourage conduct which is divisive or harmful to the best interests of Fauquier County;
- Treat all people with whom I interact in the manner I wish to be treated;

I affirm that I have read and understand the Fauquier County Code of Ethics.

Signature: _____

Date: _____

Name (printed): _____

Office: _____

**A RESOLUTION TO ABOLISH PERSONNEL POLICY SECTION #31,
APPOINTMENT TO COUNTY BOARDS, COMMISSIONS, AUTHORITIES,
DISTRICTS, COMMITTEES, ETC.**

Mr. Atherton moved to adopt the following resolution. Mr. Downey seconded, and the vote for the motion was unanimous as follows:

Ayes: *Mr. Harry Atherton; Mr. Raymond E. Graham; Mr. William G. Downey; Mr. Richard W. Robison; Mr. Chester W. Stribling*
Nays: *None*
Absent During Vote: *None*
Abstention: *None*

RESOLUTION

**A RESOLUTION TO ABOLISH PERSONNEL POLICY SECTION #31,
APPOINTMENT TO COUNTY BOARDS, COMMISSIONS, AUTHORITIES, DISTRICTS,
COMMITTEES, ETC.**

WHEREAS, periodically, a review is initiated of certain personnel policies to ensure that they are meeting the objectives of the County and the needs of the County employees; and

WHEREAS, such a review of this policy was conducted; and

WHEREAS, based upon this review, it is recommended that the policy be abolished because the appointment process to boards, commissions, authorities, districts, committees, etc. has greatly altered with time; now, therefore, be it

RESOLVED by the Fauquier County Board of Supervisors this 5th day of January 2004, That Personnel Policy Section #31, *Appointment to County Boards, Commissions, Authorities, Districts, Committees, etc.*, be, and is hereby, abolished; and be it

RESOLVED FURTHER, That the effective date of this abolishment be January 1, 2004.

BOARD ASSIGNMENTS BY THE CHAIRMAN

Mr. Atherton made the following assignments for Board of Supervisors' Committees:

Agricultural and Forestal District	Mr. Atherton
Airport Committee	Mr. Graham

Disability Services Board	Mr. Robison
Facilities Planning and Implementation	Mr. Downey (Chair) / Mr. Robison
Finance Committee	Mr. Graham (Chair) / Mr. Downey
High Growth Coalition	Mr. Atherton
Joint Communications Board	Mr. Graham
Northern Sports Field Complex & Park Oversight Committee	Mr. Downey (Chair) / Mr. Atherton
Personnel Committee	Mr. Atherton (Chair) / Mr. Robison
Potomac River Basin Roundtable	Mr. Atherton / Mr. Graham (Alternate)
Public Safety	Mr. Stribling (Chair) / Mr. Graham
Quantico Civilian/Military Community Relations Executive Council	Mr. Graham
Rappahannock-Rapidan Regional Commission	Mr. Stribling
Rappahannock-Rapidan Regional Commission CEO's	Mr. Atherton
Rappahannock River Basin Study Commission	Mr. Atherton / Mr. Stribling (Alternate)
Regional Jail Board	Mr. Stribling
Route 50 Traffic Calming Task Force	Mr. Atherton
Transportation Committee	Mr. Atherton / Mr. Downey
Western Transportation Corridor	Mr. Graham / Mr. Downey
Workforce Investment Commission (CLEO)	Mr. Atherton / Mr. Graham

CITIZEN COMMITTEE APPOINTMENTS

By unanimous consent, the following citizen committee appointments were approved, with terms to expire December 31, 2007:

Agricultural and Forestal District

William Worrall	Marshall District
James N. Eustace	Cedar Run District

Airport Committee

Richard Gerhardt	Cedar Run District
Arthur Nash	Marshall District

Transportation Committee

Gary Nelson	Scott District
Sam Poles	Marshall District
Bill Nace	Center District
Laurence Mason	Lee District
Matthew Smith	Cedar Run District

COMMITTEE APPOINTMENTS

By unanimous consent, the following committee appointments were approved:

- Industrial Development Authority – Citizen at Large Representative; David DeGive, to fill an unexpired term ending March 31, 2004.

- Planning Commission – Scott District Representative; Robert Holder Trumbo, to fill an unexpired term ending December 31, 2006.
- Community Policy and Management Team – Local Government Representative; Anthony I. Hooper, Acting Deputy County Administrator.

SHERIFF'S ANNUAL COMPENSATION SUPPLEMENT

Mr. Atherton moved to adopt a resolution to supplement the salary provided by the Virginia Compensation Board to the Fauquier County Sheriff by ten percent. Mr. Graham seconded the motion.

Mr. Downey moved to amend the resolution to add a contingency that the Sheriff must execute the Supplemental Pay Agreement. Mr. Robison seconded, and the vote for the motion was unanimous as follows:

Ayes: *Mr. Harry Atherton; Mr. Raymond E. Graham; Mr. William G. Downey; Mr. Richard W. Robison; Mr. Chester W. Stribling*
Nays: *None*
Absent During Vote: *None*
Abstention: *None*

Mr. Atherton returned to the original motion to adopt the following resolution, as amended. The vote for the motion was unanimous as follows:

Ayes: *Mr. Harry Atherton; Mr. Raymond E. Graham; Mr. William G. Downey; Mr. Richard W. Robison; Mr. Chester W. Stribling*
Nays: *None*
Absent During Vote: *None*
Abstention: *None*

RESOLUTION

A RESOLUTION TO SUPPLEMENT THE SALARY PROVIDED BY THE VIRGINIA COMPENSATION BOARD TO THE FAUQUIER COUNTY SHERIFF BY TEN PERCENT

WHEREAS, the Virginia Compensation Board provides funding for the Fauquier County Sheriff's salary in the amount of \$75,162; and

WHEREAS, it has been customary for the Board of Supervisors to supplement the compensation of Constitutional Officers provided by the Virginia Compensation Board; and

WHEREAS, the Board of Supervisors has determined that ten percent of the amount provided by the Virginia Compensation Board is a fair and appropriate supplement; now, therefore, be it

RESOLVED by the Fauquier County Board of Supervisors this 5th day of January 2004, That a supplement of ten percent be made to the Sheriff's salary, provided, however, such supplement shall be contingent upon the Sheriff executing the Supplemental Pay Agreement in

such form and content as is acceptable to the Sheriff, the other Constitutional Officers, and the Board of Supervisors.

SUPERVISORS' TIME

- Mr. Atherton welcomed new Board members.
- Mr. Stribling stated he was glad to be here.
- Mr. Robison said he was pleased to be here and looked forward to meeting the citizens' expectations.
- Mr. Graham welcomed new Board members and reminded them to listen to their constituents.

PROCLAMATIONS AND RECOGNITIONS

There were no proclamations or recognitions.

ANNOUNCEMENTS

There were no announcements.

With no further business, the meeting was adjourned.

I hereby certify that this is a true and exact record of actions taken by the Fauquier County Board of Supervisors on January 5, 2004.

G. Robert Lee
Clerk to the Board of Supervisors